

**Town of Pinetops
Board of Commissioners
Regular Monthly Meeting
December 3, 2024
Pinetops Town Hall**

A. Call Meeting to Order

Mayor Harrell called the meeting to Order. All Board Members were present except for Commissioner Webb.

B. Invocation

Commissioner Sugg led the Invocation.

C. Pledge of Allegiance

Mayor Harrell led the Pledge of Allegiance.

D. Proposed Agenda

Mayor Harrell requested that an Executive Session to discuss Legal Matters be added to the agenda. Commissioner Sugg made a motion to approve the proposed agenda as amended. Commissioner Bullock seconded the motion. Motion carried unanimously.

E. Consent Agenda

Commissioner Sugg made a motion to approve November 5, 2024, minutes as written. Commissioner Taylor seconded the motion. Motion passed unanimously.

F. Public Comments

1. Hattie Harris – 219 N S.A. Gilliam Street

She wanted to take a minute to thank two town employees, Cody Lancaster and Odyssey Brown, for being so nice and helping her with a problem she had.

G. Departmental Reports

- 1. Police Department:** Chief Harrell read over the police report for the month of November 2024. The police department answered and/or initiated 411 official police actions during the month. A detailed copy of the report is hereby attached to the minutes.

Commissioner Sugg inquired as to whether the police department had a list of surplus vehicles. Chief Harrell responded that one of the surplus vehicles is currently being used by the Public Works Department since they are down a pick-up truck.

- 2. Public Works Department:** Cody Lancaster, Public Works Supervisor presented the water and wastewater totals report for the month of November 2024. The total water produced was 5.55 million gallons and the total wastewater treated was 3.40 million gallons. A detailed copy of the minutes is hereby attached to the minutes.

There were 0 electrical outages for the month of November 2024.

There were 1 water leak during the month of November 2024. Only one business, Warren Accounting, was impacted and were out of water for about 2 hours.

The water tank in crisp is scheduled for a wash-out on Thursday, December 12, 2024.

Following up on what Chief Harrell stated earlier about the use of a surplus police vehicle he explained that the 2017 Chevrolet pick-up truck has a slipping transmission. Mr. Lancaster informed the Board that he had received 3 quotes on replacing the transmission with a new one and Jennings out of Goldsboro was cheaper than the Chevrolet Dealership. The estimate from Jennings was around \$5,000 and came with a 2-year warranty. The Board instructed him to use his own discretion and do whatever he thinks is best. No motion is needed if there is money in the budget and no transfer will be necessary in order to cover the expenses.

3. **Fire Department:** Chief Burress presented a copy of the fire report for the month of November 2024. There were 6 service calls for the month. A detailed copy of the fire report is hereby attached to these minutes. There were 0 cemetery lots sold for the month of November 2024. A detailed copy of the cemetery report is hereby attached to the minutes.
4. **Finance Department:** Ms. Keesler presented the financial report for the month of November 2024. The general fund had a loss of \$ 9,889.18. The electric fund had a total gain of \$ 52,098.77 for the month. The water/sewer fund ended the month with a total gain of \$ 22,935.86. The adjusted end balance for the month of November is \$1,995,556.90. A Paid Check Report and Budget to Actual Report was also provided for the month of November. A detailed copy of the reports is hereby attached to the minutes.

Commissioner Sugg thanked the Department Heads for their monthly reports but suggested if there are items in their departments that they feel need to be brought to the Board's attention they do so.

H. Items for Discussion.

1. Set Date for Employee Christmas Lunch

The employee Christmas Lunch will be held on December 10th at noon at the Pinetops Public Event Center. Commissioner Bullock will oversee the food preparations for the event. Attorney Pridgen was invited to attend the luncheon.

2. Any Other Business

Commissioner Sugg reminded the Department Heads that the budget session will begin shortly so you need to begin thinking about any items that need to be brought up for the upcoming budget.

Executive Session

1. Legal Matters

Commissioner Bullock made a motion to go into an Executive Session to discuss legal matters. The motion was seconded by Commissioner Sugg. Motion carried unanimously.

Commissioner Sugg made a motion to come out of the Executive Session and back into the Regular Session. Commissioner Bullock seconded the motion. Motion carried.

I. Action Items/New Business.

1. Bright speed


No Action was taken.

2. Any Other Business

J. Adjournment

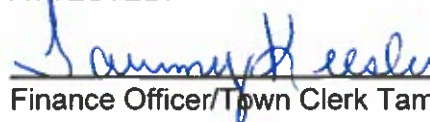
Commissioner Sugg made a motion to adjourn. Commissioner Taylor seconded the motion. Motion passed unanimously.

Date: 11/7/2025



Mayor Brenda Harrell

ATTESTED:



Finance Officer/Town Clerk Tammy Keesler

PINETOPS POLICE DEPARTMENT



Post Office Drawer C
Pinetops, North Carolina 27864

Town of Pinetops Board Meeting 1-7-25

The Town of Pinetops Police Department reflects the following actions ranging from December 1, 2024 through December 31, 2024.

Staffing

Police

We have six (6) active full-time officers.

We have hired a Cadet that is in Basic Law Enforcement Training (BLET) that started on October 4th, 2024. This will consist of approximately six (6) months of training, followed by three (3) months of field training. If he passes all of this, he will be sworn in as a police officer with our agency. He is doing well so far in training.

Police positions are hard to fill as surrounding agencies, even comparable to our size are paying more than us. I will provide a quantitative analysis to display a measure of pay from the North Carolina League of Municipalities and other agencies in a separate document when available.

Communicators

We currently have a staff of five (5) communicators. This includes three (3) full-time and two (2) part-time.

One full-time communicator works days, Monday through Friday and also provides administrative support. The other two full-time are assigned to night shift and work on the same rotation as the officers. (12 hours shifts)

The part-time communicators mainly cover evening shifts on the weekdays (4 hours) and weekend days (12hours).

Crime Statistics

In a range spanning from December 1, 2024 until December 31, 2024 the Town of Pinetops Police Department has answered and/or initiated **1091 Official Police Actions**. Official police actions include all forms of police activity when an officer responded and/or took an official action. It does not

include situations where advice was given over the telephone, delivering messages, handling internal police department matters, training, etc (See attached)

Traffic

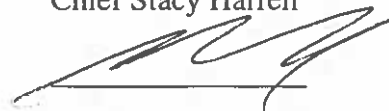
Vehicle Collisions

There have been no vehicle accidents in this time period.

Traffic Stops

There were 38 traffic stops and 26 citations.

Chief Stacy Harrell



Call Log Call Type Summary

Pinetops Police Department

12/01/2024 - 12/31/2024

<No Call Type Specified>	8	Alarm - Alarm Activation	5
All Other - All Other Complaints	40	Animal - Animal Complaints	5
Assault - Assault	1	B&E - Breaking and Entering	1
Bus-Ck - Business Check	731	COP - Field Interview / Community Policing	1
Domestic - Domestic	8	ECSO - Assist E.C.S.O.	4
EMS/Fire - Assist EMS / Fire Dept.	3	Escort - Escort	86
Follow-Up - Follow-Up Investigations	4	Intox-Sub - Intoxicated Subject	2
License - Ran License for Officer	2	Mental - Mental	1
Motorist - Assist Motorist	2	Open Door - Open Door	1
Residence - Residence Check	102	Serv-Subp - Subpeona Service	1
Serv-War - Warrant Service	2	Sexual Assault - Sexual Assault	1
Shooting - Shooting	1	Shop Lifting - Shop Lifting	1
Status Check - Officer Status Check	4	Susp-Sub/Veh - Suspicious Subject / Vehicle	14
Tag - Ran DMV Tag for Officer	10	Traffic - Traffic Violations	1
Tres - Trespassing	1	Unlock Vehicle - Unlock Vehicle	3
Utility Department	1	Veh-Stop - Vehicle Stop	38
Well - Welfare Check	3	Z-PATROL - PATROL SPECIFIC ZONE/TARGET	3

Total Number Of Calls: 1,091



Town of Pinetops
NORTH CAROLINA est. 1903

Post Office Drawer C

Pinetops, North Carolina 2786

December 2024 Board Meeting Report

Pinetops Public Works

Water & Sewer

During the month of December our four wells combined pumped a total of 6.11 mg of water and 3.82 mg of water was treated at our wastewater treatment plant. That's a total of 61.51 mg of water and 69.46 mg of wastewater for the year of 2024.

For the month of December we had one water leak.

On Tuesday December 3rd Public Works repaired a leak on a 6" water main in the 400 block of W. Lashley St. This repair put two customers in the area without water for aproximatly 1 hour.

On Saturday December 28th Public Works repaired a sewer line at 202 N. 3rd St. It was discovered that the 4 inch line going to the main had had collapsed. Aproximatly 12 foot of the old cast iron pipe was replace with new PVC from the sewer main to the customers cleanout. This left the customer without water or sewer services for aproximaly 3 hours.

Electric

During the month of December the Town of Pinetops experienced zero power outage.

Sanitation

During the month Public Works took off 46.91 tons of garbage (\$3,330.61), 29.62 tons of yard waste (\$1,377.33), 11.62 tons of bulk items (\$825.02) and 3.39 tons of recycling.

Staff

As of December 31st Public Works is back down to 5 employees. We are currently taking applications for the open position.

Cody Lancaster
Public Works Supervisor

Town of Pinetops
Monthly Cemetery Report
December 2024

- 1. Lots sold to Resident-----0
- 2. Lots sold to Non-Resident-----0
- 3. Interment on previously sold lots-----1
- 5. Sales Revenue--(Resident)-----0
- 6. Sales Revenue--(Non-Resident)-----0
- 7. Total Revenue-----0
- 8. Interments on newly sold plots-----0
- 9. Total Interments for month-----1

Site Work, Maintenance & Recording

- 1. Regular checks made on cemetery area.
- 2. Recorded & Plotted one previously sold grave site. (Tolson)
- 3. Discussed cemetery policies with two families.
- 4. Talked to family reference price of graves.

Steve Burress

TOWN OF PINETOPS
FIRE/RESCUE
DEPARTMENT OPERATIONS

December 2024 Calls

In Town Fire Calls -----0

In Town Medical Responder Calls-----4

Total Calls-----4

Training & Meetings Hours-----102

Time required to generate reports filed with the NCDOT & other F.D. related work-----4

Time needed to get NCDOT State Fire Grant items in service for new Engine-----1

Hours in preparation for ISO Inspection in 2025 & New Truck Preparation-----14

Total Hours-----121

****Jobs Performed**

1. There were Four Fire/Medical Responder Reports filed with the NC Department of Insurance this past month.
- 2.The Average number of responders at this months Medical Responder calls was FOUR.
3. We have distributed NO Smoke Detectors this month.
4. Collected 53 Toys for Santa Claus & Earth Angles to distribute in Edgecombe County.

2024 Year End Report

Total Fire & Medical Calls for 2024-----99

*****TOTAL AVERAGE NUMBER OF FIREMEN AT ALL FIRE CALLS IN 2024 WAS "THIRTEEN"MEMBERS**

***TOTAL AVERAGE NUMBER OF MEDICAL RESPONDERS/FIREMEN AT ALL MEDICAL CALLS IN 2024 WAS FOUR.

***THE AVERAGE RESPONSE TIME TO ALL CALLS, FIRE AND MEDICAL WAS *3.06" MINUTES.*

This time figures come from the Edgecombe County Commication Center, CAD Reporting System. These times reflect from when we are "FIRST NOTIFIED UNTIL THE FIRST OFFICER OR FIRE ENGINE OR MEDICAL RESPONDERS ARRIVE ON SCENE."

Fire & Medical Calls

Location Of Calls	Type of Call	Number of Responders	Response Time
1. 405 East Pitt Street	Medical Responder	2	4.30
2. 208 Longwood Drive	Medical Responder	5	4.29
3.101 East Hamlet Street	Medical Responder	6	2.23
4. 22 Wilshire Drive	Medical Responder	4	5.76